



DEPARTMENT OF THE ARMY
HEADQUARTERS BRIGADE
UNITED STATES ARMY NORTH ATLANTIC TREATY ORGANIZATION
Unit 21420
APO AE 09705-1420

REPLY TO
ATTENTION OF

ACOP

21 December 2006

MEMORANDUM FOR

Commander, US Army NATO, Allied Forces North Battalion (AFNORTH), APO AE 09703
Commander, US Army NATO, Allied Forces South Battalion (AFSOUTH), FPO AE 09620
Commander, US Army NATO, SHAPE Battalion, APO AE 09705
Commander, US Army NATO, Headquarters and Headquarters Company, APO AE 09705

SUBJECT: US Army NATO (USANATO) Brigade Policy Letter #40, Commander's Critical Information Requirements (CCIR)

1. Purpose. This memorandum establishes the Brigade Commander's Critical Information Requirements. The information listed below must be communicated to the Brigade Commander immediately after occurring or if it is anticipated that they will occur.
2. Scope. This policy applies to all Military Personnel and DA Civilians assigned to US Army NATO.
3. Commander's Critical Information Requirements.
 - a. Any incident requiring reporting under the Brigade Serious Incident Report SOP.
 - b. Hospitalization of personnel and/or family members.
 - c. Any accident, injury, or medical situation that causes personnel and/or family members to be sent to the hospital.
 - d. Any safety hazard or potential safety hazard.
 - e. Death of personnel and/or family members.
 - f. Allegations, suspicion, or report of domestic violence or abuse.
 - g. Loss or theft of sensitive items, or loss or theft of an accountable item with a dollar value that exceeds \$2,000.00.
 - h. Failure to Report (FTR) or personnel who are unaccounted at any time.

ACOP

SUBJECT: Policy Letter #40, Commander's Critical Information Requirements (CCIR)

- i. Serious acts of misconduct which involve the Military Police or local law enforcement.
- j. Any allegation, report, or suspicion of any violation of human rights, equal opportunity, sexual harassment, sexual misconduct or abusive treatment of personnel and/or family members.
- k. Any incident involving illegal drugs.
- l. Suicide or any suicide attempt.
- m. Any incident that may reflect negatively on US Army NATO, and/or is likely to receive adverse publicity.
- n. Any unannounced or unscheduled visit by any officer in the rank of COL or above, any NCO in the rank of CSM or Senior level DA Civilian personnel.
- o. Any action initiated to remove family members under an Emergency Early Return of Dependents Request.
- p. All other events that Unit Commanders feel the Command Group should be informed of.

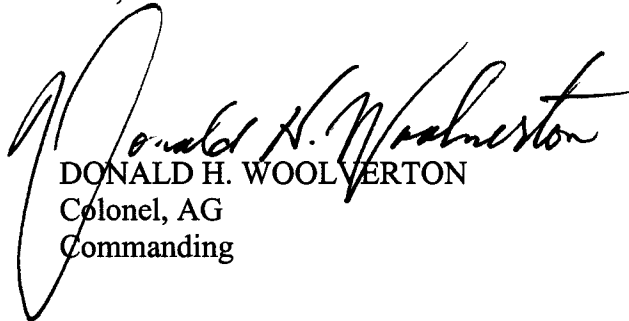
4. Commander's Critical Information Requirements for Staff Sections.

- a. G2.
 - (1) Terrorist incidents or substantive reporting of possible terror related activity in the command's area of operation.
 - (2) Acts of violence against USANATO personnel and/or family members.
 - (3) Break-ins of US Army NATO property.
 - (4) Mishandling of classified documents and/or material which could compromise the information/material.
 - (5) Derogatory incidents which require Commander input to the Central Clearance Facility for determination of personnel's security clearance status.
- b. G6.
 - (1) Physical network outage lasting longer than 60 minutes.
 - (2) Server failure lasting longer than 60 minutes.

ACOP

SUBJECT: Policy Letter #40, Commander's Critical Information Requirements (CCIR)

- (3) Information assurance vulnerabilities assessments.
 - (4) Telephone outages lasting longer than 60 minutes.
 - (5) Requests for General Officer support.
 - (6) Network intrusion or exploitation.
5. Commanders and supervisors will familiarize themselves with the CCIR and ensure compliance throughout their command. Commanders and leaders will report CCIR to the Brigade Commander immediately.
6. Point of Contact for this action is the Chief of Staff, USANATO at DSN 423-4707.



DONALD H. WOOLVERTON
Colonel, AG
Commanding

CF:

US National Military Representative, SHAPE
US National Liaison Representative, Norfolk
Senior Army Officer, Joint Force Command Brunssum
Senior Army Officer, Joint Force Command Naples
Senior Army Officer, Joint Headquarters Lisbon
Senior Army Officer, NRDC-S
Senior Army Officer, NRDC-I
Senior Army Officer, NRDC-T
Senior Army Officer, NRDC -UK
Senior Army Officer, MNC- NE
Senior Army Officer, ARRC
Senior Army Officer, CCL- Madrid
Senior Army Officer, CCL- Heidelberg
Senior Army Officer, JWC - Stavanger
Senior Army Officer, JFTC- Poland
Senior Army Officer, ACT - Norfolk
Senior Army Officer, COE DAT - Ankara
Senior Army Officer, NCSA
Senior Army Officer, CCA - Ramstein
Senior Army Officer, CCA - Izmir

ACOP

SUBJECT: Policy Letter #40, Commander's Critical Information Requirements (CCIR)

CF (cont):

Senior Army Officer, COAC – Uedem

Senior Army Officer, COAC - Poggio Renatico